



CITY OF WEST PARK NOTICE OF BID INVITATION: 15-0610

The City of West Park will receive sealed proposals until **3:00 P.M. local time, Wednesday, June 10, 2015 at the City Clerk's Office, City of West Park, City Hall, 1965 South State Road 7, West Park, Florida 33023**, for the following project:

CITY HALL LOBBY TRANSACTION WINDOW REHABILITATION AND MARY SAUNDERS PARK COMPUTER ROOM BUILD-OUT

The addition of security transaction glass window to the existing transaction counter openings at the City of West Park City Hall Lobby, installation, painting, and minor tile work; and the interior build-out of a computer lab in the existing office and storage space. Project elements include interior demolition, a new interior window, and ceiling, replacement of drywall, flooring, painting, mill work, electrical work and minor mechanical work.

Bids will be opened publicly at or shortly after 3:05 P.M. on Wednesday, June 10, 2015 at the City of West Park City Hall, located at 1965 South State Road 7, West Park, Florida 33023.

Bid documents may be obtained on or after **Wednesday, May 27, 2015** from the City's website at www.cityofwestpark.org or from www.demandstar.com.

The bid will be awarded to the lowest responsible responsive bidder. If, however, the City Manager deems it to be in the best interest of the City of West Park, the City Administrator reserves the right to reject any and all bids, to waive any informalities or minor defects in any bids, and to increase or decrease the quantities shown in the Bid Form.

Bids which contain irregularities of any kind may be rejected.

A non-mandatory pre-bid conference will be held at City of West Park City Hall, City Commission Chamber, 1965 South State Road 7, West Park, Florida 33023, at **2:00 P.M. local time on Friday, June 5, 2015**. All interested contractors are invited to attend.

Where applicable, the City's **Local Preference Policy** (as outlined in City of West Park's **Adopted Ordinance 2014-06**), will be considered when evaluating proposals and awarding services. If the local company is a subcontractor, the proposer must delineate the specific elements of work the local company will perform and the dollar value of the work as a percentage of the total contract value. This documentation must be signed by both the proposer and local company to confirm their intent to establish a business relationship and confirm the local company's percentage.

The City of West Park is an Equal Opportunity Employer and encourages the participation of certified Black MBE contractors.